



# **ALLIANT ENERGY ACH PAYMENT QUICK REFERENCE**

State Controller's Office

Updated: 04/19/2021



**Alliant Energy ACH Payment Quick Reference**  
State Controller’s Office

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# QUICK REFERENCE

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## Summary

The State of Wisconsin will begin paying Alliant Energy via ACH in an effort to minimize account application errors and overall time committed to these accounts. The following will need to be used to make payments via ACH:

Supplier ID: 0000038881

Address ID: 2

Location ID: MAIN

Note: Alliant Energy has authorized ACH payments for utility bills (gas and electric energy service) ONLY. Invoices for other types of Alliant services SHOULD NOT be paid via ACH.

## Definitions

Example of how an Alliant Energy Account Number may present on an invoice.

### Bill from Alliant:

A screenshot of an Alliant Energy bill summary. On the left is the Alliant Energy logo. Below it, the text "Summary of your current charges" is followed by account details: "Account Name: WISCONSIN", "Next Meter Reading: Feb 14, 2019 - Feb 19, 2019", and "Service Address:". On the right, a table shows account information: "Account Number 46095XXXXX" and "Bill Date Jan 16, 2019". Below this, a table lists charges: "Previous Balance \$1,215.49", "Payment Received \$1,215.49 CR", "Balance Forward \$0.00", and "Current Charges \$853.66". At the bottom right, a green box displays "Amount Due on Feb 5, 2019" and "\$853.66".

Account Number	46095XXXXX
Bill Date	Jan 16, 2019
Previous Balance	\$1,215.49
Payment Received	\$1,215.49 CR
Balance Forward	\$0.00
Current Charges	\$853.66
Amount Due on Feb 5, 2019	
<b>\$853.66</b>	

\*Do not use spaces/dashes when entering into STAR.



## AT&T ACH Payment Quick Reference

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### Procedures/Steps

#### STAR Voucher Entry:

Enter the following Supplier Information:

Supplier ID: 0000038881

Address ID: 2

Location ID: MAIN

1. Enter the Alliant Energy Account Number as the Invoice Number on the voucher.  
You should include the Alliant Energy account number that you want the payment to post to- DO NOT use spaces/dashes. The invoice number must begin with ACT, followed by the account number, then the month the services were provided. In the example above, the bill date was January 16<sup>th</sup>, 2019, therefore JAN19 was used to indicate service dates.
  - The final invoice number format is therefore: ACT46095XXXXXJAN19
2. Enter the same "Invoice number" in the Payment Message field (as shown below)
3. Verify the Separate Payment box has been checked (it should default as checked)
4. Please ATTACH a copy of the invoice to the voucher.

All other aspects of voucher entry would be the same as normal.

Related Documents	Invoice Information	Payments	Voucher Attributes	Error Summary
Business Unit 00000		Invoice No. ACT 46095XXXXX JAN19		
Voucher ID 00000000		Invoice Date 01/16/2019		
Voucher Style Regular Voucher				
Total Amount 853.66		Pay Terms 00	Due Now	Schedule Payments
Supplier Name Alliant Energy Wp & L				
Find   View All First 1 of 1 Last				
Payment 1				
Remit to 0000038881		Gross Amount 853.66 USD	Scheduled Due 01/24/2019	Payment Inquiry
Location MAIN		Discount 0.00 USD	Net Due 01/16/2019	<input type="checkbox"/> Discount Denied
Address 2			Discount Due	Express Payment
Wisconsin Power & Light Co			Accounting Date	Payment Comments(0)
PO Box 3062				Holiday/Currency
Cedar Rapids, IA 52406-3062				
t Options				
Bank	Pay Group	Netting Not Applicable	Supplier Bank	
Account	Handling Centrally Mailed	L/C ID	Messages	
Method ACH ACH	Hold Reason		Layout	
Message ACT 46095XXXXX JAN19		Actions	<input type="checkbox"/> Hold Payment	
			<input checked="" type="checkbox"/> Separate Payment	

If you have any questions or concerns regarding these procedures, please contact Kim Sell .



## APPENDIX

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### References:

[Finding Suppliers](#)

### Useful Links:

[Agency AP Contact List](#)

[STAR Job Aids](#) (STAR Connection)